



American Legion Auxiliary
Department of California
Electronic Picture or Written History

Rules for CD's and Flash Drives for California Only:

- I. You may submit only written OR only pictures on each CD or Flash drive. Please note on your report which you are submitting.
- II. On the Written History CD/Flashdrive – the same rules must apply as the paper format. CD/Flash drives written history shall follow Historian National Programs Action Plan. Units will write their Unit year. District chairmen will write a synopsis of the District year.
- III. You may be as creative as you want in your CD/Flash drive picture history. Clip art, photo editor etc. is encouraged. Please follow the same rules as the Picture Book format.
- IV. Stick to the Auxiliary Branding Guide. Happy, fun photos of Auxiliary/Legion family activities. Pictures containing alcohol will automatically be eliminated from competition.
- V. Try to “tag” the photos so it will be forever known who is in the history.
- VI. Submit your CD/Flash drive report in chronological order. For this chairman our HISTORY YEAR IS JULY 1st THRU END OF JUNE. You may add your Poppy plans as an addendum.
- VII. Special emphasis on any of the Goals in the Centennial Strategic Plan are encouraged.
- VIII. **Please remember that this is a California Department Award Only. There will be 1st, 2nd, and 3rd place awards. These do not get forwarded onto National.**



American Legion Auxiliary
Department of California
Electronic Picture or Written History

I. Introduction

- A. Title Page (3 – 4” ALA Logo – Nothing above it)
 - a. History of Unit , District , Department of California
 - b. Name of Unit or District Historian (Senior or Junior)
 - c. Address of Unit or District Historian (Senior or Junior)
 - d. Year of History (i.e. 2000-2001)
- B. Foreword or Dedication
- C. Photograph of Unit or District/Senior or Junior President (5 x 7 in black and white or color.)
(With Name, and year served)
- D. Pledge of Allegiance to the Flag of the United States of America
- E. First verse of “The Star Spangled Banner”
- F. Preamble to the Constitution of the American Legion Auxiliary

II. Appearance

- A. Cover – Can be decorated in any style (plain 3-ring binder/or fabric covered)
– **BUT ONLY 6” LOGO ON FRONT COVER**
- B. Paper: Plain, white, 8 1/2 x 11 in. OR Scrapbook style – Can be decorated any style

III. Arrangement

- A. Be original and unique in thought and presentation
- B. Must be in chronicle order of events, starting with Unit or District installation through end of year. All pictures must be labeled with “Who, What, When and Where”. (Who’s in the picture, what’s going on, when (date) of event and where is it happening). (Remember ALA Year is July 1st – June 30th)

IV. Deadline:

Unit Histories **MUST BE TAKEN** to Convention and turned in **NO LATER** than the Wednesday before start of convention and not later than 4 p.m. to be eligible for judging.

NOTE: these rules are for both Unit and District Picture History Books. Seniors and Juniors will use the same formats. If you should have any questions, please send me an email historian@calegionaux.org.